

Faculty and Staff,

As we continue our phased return-to-campus plan, Salisbury University faculty and staff should be familiar with our mask policy, visitor screenings, new campus ID requirements, and signage approval processes.

### **Mask Policy**

Masks must be worn indoors at all times, except when in private offices or spaces with a closed door. Those working in shared office spaces should wear masks there, as well, when occupied by more than one person. Masks also must be worn outdoors when appropriate physical distancing (at least 6 feet) is not possible.

Masks must be worn by all when utilizing University transportation, including any shuttle bus, athletics buses, or while in a University vehicle.

This policy extends to all of the University campus and other property owned, leased or controlled by the University.

Some exceptions and exemptions do exist. Those, along with the full policy can be found at [www.salisbury.edu/news/SU-Masking-Policy.pdf](http://www.salisbury.edu/news/SU-Masking-Policy.pdf).

Failure to comply with this policy may result in limitation or denial of access to University facilities and services. Staff and faculty members found not to be complying with the policy risk corrective/disciplinary action at the guidance of the Office of Human Resources.

### **Campus Visitors**

Any visitors invited to campus must go through the University's screening process. If your department is bringing visitors to campus, they must check in at the following locations to be screened and receive a visitor pass, if your area has not been trained and approved for screening by the Office of Safety and Sustainability.

- Weekdays
  - 6:30-8:30 a.m. – Avery Street Lot (drive-up, enter from West College Avenue, exit onto Avery Street)
  - 8:30-10 a.m. – Route 13 Parking Lots A and B (outside the Guerrieri Academic Commons)
  - 10 a.m.-3:30 p.m. – Wayne Street Parking Garage (drive-up, Wayne Street entrance/exit)
- All other times – SU Police Department, East Campus Complex, Power Street (walk-up, ring buzzer at door)

### **Campus ID Requirements**

SU will be operating as an "ID Campus" until further notice. All campus community members are expected to display their GullCard through a lanyard, or other means, at all times while in public spaces.

Visitors will be expected to display their visitor pass obtained at their location of screening before entering campus buildings.

### **Signage Approval**

As offices and organizations prepare for the return of students, faculty, staff and visitors, signage will be key to ensure physical distancing and proper flow of traffic through buildings as well as use of materials and commonly handled products. All signage related to COVID-19 must be approved by the University Health Team of the COVID-19 Task Force. Some signage is available for download at [www.salisbury.edu/news/coronavirus-updates/downloadable\\_safety\\_signage.aspx](http://www.salisbury.edu/news/coronavirus-updates/downloadable_safety_signage.aspx). New and office/building-specific signage can be requested for printing through Publications Office utilizing the Publications Support Center at <http://pubrequest.salisbury.edu>.

As we near our return to campus, please be assured that the COVID-19 Task Force continues to develop plans and protocols for testing, contact tracing, training for all faculty, staff and students. More information will be forthcoming on these topics.

Thank you for helping us keep the campus safe. For the most up-to-date information on the return-to-campus plan, as well as other efforts, please visit the SU COVID-19 webpage at [www.salisbury.edu/coronavirus](http://www.salisbury.edu/coronavirus).